

TOWN OF HUDSON  
MEETING TYPE: Public Hearing and Regular Council Meeting  
333 SOUTH MAIN STREET  
HUDSON, WY 82515  
March 12, 2019

**CALL TO ORDER:** Mayor Anderson called the Regular Council Meeting to order at 6:00p.m. and Roll Call was taken.

**PLEDGE OF ALLEGIANCE and Roll Call was taken**

**Governing Body Present:** Mayor Mike Anderson, Councilmembers Mary Anne Robeson, Sherry Oler, Zeke Bonella and Brady Hamilton

**City Staff Present:** Town Attorney Teresa McKee, Town Clerk/Treasurer Christy Kimber, Maintenance Director Harry Miller

**Visitors:** Brendon Thoman from James Gores and Associates, Tauna Groomsmith with Public Health representing the Suicide Prevention Task Force.

**Consent Agenda:**

**MOTION:** Councilmembers Sherry Oler moved to approve the agenda and Mary Anne Robeson seconded. The motion passed unanimously.

**Minutes:** Mayor Anderson asked for the correction or approval of the minutes of the February 12, 2019 Regular Council Meeting.

**MOTION:** Councilmembers Sherry Oler moved to approve the minutes, and Mary Anne Robeson seconded. The motion passed unanimously.

**Financial Report:** Mayor Anderson asked if there were any questions regarding the February financial report. There were none.

**MOTION:** Councilmembers Mary Anne Robeson moved to approve the February financial report, and Zeke Bonella seconded. The motion passed unanimously.

**Payment of Bills:** Mayor Anderson asked if there were questions regarding bills and claims. There were none.

**MOTION:** Councilmembers Sherry Oler moved to approve the payment of the bills and claims, and Brady Hamilton seconded. The motion passed unanimously.

**MAYORS REPORT:**

1. Security - Alice training was completed on the 10<sup>th</sup> of January. The Sheriff's office helped tremendously in providing usable insight. The Credit Union is in the process of finishing their security camera update and has generously donated their old cameras to the town, so we too, may update our system. We anticipate that this update will be completed in the month of April, or thereabouts.

2. Scada - Harry has been working with Dustin Cash on correcting the SCADA system. The process is about 90% complete. Traveling Computers will install office 365 and transfer the files from the old

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computer to the new computer. We are hopeful to have this completed within the next couple of weeks.

3. Traveling Computers is in the process of installing office 365 on all computers. This will allow each employee to have their own cloud and be able to store all information and have a shared cloud to store all information for easy access. Outlook will also allow for a centralized directory.

4. Bring back Svilar Park Committee - Jenny Hamilton presented to the District Recreation Board and received an award of \$21,000. Christy also applied for an additional \$1,000.00 award from Rocky Mountain Power. Robin Genaro has committed to funding \$50,000 for Svilar Park renovations. Rebecca, with the Wyoming Business Council explained how their grant program allows for a 20/80% match, which can be in-kind or cash. The due date of the grant application for the Business Council funding is June 1, 2019; with a decision in September. A copy of the application was to Jennifer Pryor, for the group to complete.

5. FCAG met in February and there was discussion on switching to LED bulbs. There is a new way to do this, without removing the cans (light housing), which reduces the cost of the project by about 1/3. In our case from \$20,000 to approximately \$13,000. We are working with High Mountain Electric and WAM, informing them on updates, and this looks feasible through the WAM-WCCA Energy Lease Program. We must amend our application, but it appeared they were willing to work with us, due to the cost savings.

6. SLIB had some discretionary funding left, and it was decided that the small towns could have it. We sent in a request to FCAG for about \$4,000 to convert the main street or other lights to LED. If WY DOT agrees to change out the highway lights to LED, the town will do another street.

7. Recreation for kids - We currently have basketball and wrestling going on. Movie night had 9 attendees. Working on getting baseball this summer- Junior Babe Ruth and softball.

8. State Audit - We were audited by the State during February. Christy and Sharon did a good job and nothing major was discovered. We should be getting a report soon. The Auditors suggested we contact the Town of Upton for some ideas to update manuals, etc. I have contacted Upton and they have forwarded a bunch of documents that we will work through.

9. Hudson Daze - We will start meeting this month. The date has been set for Saturday June 15<sup>th</sup>, the day before Father's Day.

10. We will again host a run for the prevention of Suicide in May.

**MAINTENANCE DEPARTMENT REPORT:**

1. 4<sup>th</sup> Troy, a day laborer, was here to fill bags for the lagoon influent feed pipe. Set chemicals for starting clean in place. Ecoli sample to Riverton Zedi. Set bags in influent line, change valves and start filling #1 lagoon.

2. 5<sup>th</sup> Repair lpm headers on #1#2, test and both pass membrane integrity test. Expose and locate plot, set defroster for overnight at cemetery.

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3. 6<sup>th</sup> Work on LPM #1 high turbidity, Ecoli test to Zedi also BOD, TSS, excavate grave for Barrows. Run to landfill, Fuel run, snow removal.
4. 7<sup>th</sup> Meet with Jamie, discuss steps to get LPM #1 turbidity down, snow removal.
5. 11<sup>th</sup> Sand streets, library lettering, calibrate Hach meters, locate and read a high-read meter, mix permanganate.
6. 12<sup>th</sup> Mosquito meeting in Riverton reread several meters, fuel flatbed repair security light water plant.
7. 13<sup>th</sup> Ecoli, Bod,Tss, nitrogen, nitrite, Pos, Ortho, Ammonia tests to Zedi, locate curb stop for repairs. Place new dumpster at water plant.
8. 14<sup>th</sup> Reread high-usage meter, mix permanganate, work in shop cleaning equipment.
9. 19<sup>th</sup> 6-month maintenance for water plant begins, new air filter and oil for compressor, Drive thru cemetery, water tanks, brush pile, locate plot at cemetery and set ground heater overnight.
10. 20<sup>th</sup> Excavate grave, clean blower house lagoon, clean maintenance shop, fuel all vehicles, work on maintenance job description for Mayor, work mosquito and weed grant.
11. 21<sup>st</sup> Mix permanganate, continue water plant 6-month maintenance routine.
12. 25<sup>th</sup> check lagoon filling process, read meters, Home sick.
13. 6<sup>th</sup> check on water plant lagoon home sick.
14. 7<sup>th</sup> Home sick.
15. 8<sup>th</sup> Mix permanganate, check lagoon, start teaching Mayor water plant operation and routine for daily running.

**CLERK/TREASURER REPORT:**

Performed routine duties of daily inquires, payables, receivables, payment postings, organizing rentals, fielding concerns, and numerous additional responsibilities to include weekly, and monthly duties. Additionally:

1. The Department of Audit with the State of Wyoming arrived February 19 and left February 22<sup>nd</sup>.  
A quick summary:

- Chase Credit Card, Xpress bill pay, Bank fees annual blanket voucher
- High praise for utilities being self-supporting and receivables look great; have not seen check reader being used for deposits, were impressed. Expressed praise for online bill pay being in place, and our monies practice showing due diligence and good management of accounting, collecting, and funds.
- Consider change of bond amount for Clerk/Treasurer
- Continue to better all areas of security
- Update of policy manuals: Personnel, Emergency Management, etc.

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- Praised town website and information available, to include council minutes reading as they should to adhere to regulation

2. All paperwork in place and fees paid to renew the Union Bar and Svilar Retail Liquor Licenses.

3. As mentioned last month, Xpress bill pay has implemented some new features. The toll-free IVR# the new number comes at no additional costs, but there is a \$0.95 fee for every transaction that goes through a call. The service is available 24/7 in English and in Spanish, and they will customize flyers with Town of Hudson and IVR number free of charge if we decide to use this service.

4. The 7<sup>th</sup> Annual Hudson Daze and 4th Annual Car Show has been set for June 15<sup>th</sup>, Father's Day weekend 10a-3p Booth space is \$25.00

5. I've been strongly working collections. Made phone calls, sent letters, gave orange notification of water shut-off, and followed up on day of shut-off. All parties' paid monies or made payment arrangements with me.

6. WAM-WCCA Energy Lease paperwork returned with final signature and waiting to hear from State Historic Preservation Office (SHPO) as per requirements.

7. Gregg Schwindt, with Rocky Mtn Power, is ready to begin down main street, converting streetlights in Town to LED lighting. Mayor Anderson is working on a plan for expensing to include WY DOT for additional support.

8.. FEMA reimbursement 4327, Flood 2017. Just received word from Homeland Security that on small projects we are entitled to the full obligated amount whether we spent it all or not. I am resubmitting claim forms, so we will receive an additional \$13,454.84.

9. Mice infestation so Terminix came to the rescue and a quarterly check is in place now.

**MOTION:** Councilmembers Sherry Oler moved to approve the reports, and Mary Anne Robeson seconded. The motion passed unanimously.

**OLD BUSINESS:**

1. Approve Liquor License Renewals – Union Bar and Grill, Inc. and Svilar, Inc.

**MOTION:** Councilmembers Mary Anne Robeson moved to approve the retail liquor licenses, and Brady Hamilton seconded. The motion passed unanimously.

2. Follow-up discussion on security buzzer, radios, and improved monitoring systems. Attorney Teresa McKee will check with both the Sheriff's department and Police Departments regarding relay for buzzer. ACFCU will be donating monitoring system as soon as their current system is replaced. Radio communication will still be explored.

**NEW BUSINESS:**

1. Use of Memorial Park on Saturday, May 11<sup>th</sup> for the Leadership Group Suicide Prevention and Mother Family brunch, to honor Mother's, for Mother's Day weekend.

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- Tauna Groomsmith spoke to council requesting the use of Memorial Park again
- There will be a 5k run starting at 6:30a
- There will be a speaker
- Vendor booths and vendor's will be asked to bring their own table and chairs
- The English Muffin Bakery & Espresso will be catering the Mother family brunch
- There is a \$20.00 entry fee for an individual which includes brunch and a \$40.00 entry fee for a family which includes brunch. Those who enter the day of the race will pay \$25.00 individual and \$50.00 for family. All funds leftover will be donated to Suicide Prevention
- Drones over Yellowstone has been tapped to play for the event

The Town is in support of this event again. A certificate of insurance was requested. Town safety cones will be used. Parking at the Post Office will be blocked off and signage will be in place, so that the Postmaster will be able to access as needed.

**MOTION:** Councilmembers Sherry Oler moved to approve supporting the use of Memorial Park, and Zeke Bonella seconded. The motion passed unanimously.

2. First reading of Ordinance 849, which would amend ordinance 829, chapter 15 of the code of the town of Hudson water requirements section 15-13. The audit team recommended to change terminology of the water and sewer, area of delinquent charges from "shall be", to water "may be" shut off and/or late fees applied.

**MOTION:** Councilmembers Sherry Oler moved to approve first reading for ordinance 849 and Zeke Bonella seconded. After deliberation, Attorney Mckee recommends not changing from "shall be" to "may be". Attorney Mckee reasons, as a council, we have the leverage to decide to waive a shut off, or late fee due to justifying circumstances. It would better serve and protect the town to leave the language as is. At the next council meeting this will be an item in old business, so Attorney Mckee has an opportunity to inform the council, before we motion to approve, and vote no, then rescind moving forward.

**ADJOURNMENT:** There being no further business to come before the Mayor and Council, a motion to adjourn the meeting was made by Councilmembers Sherry Oler and seconded by Brady Hamilton. The motion carried unanimously; adjourning the meeting at 6:30p.m.

**Attest:**

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Clerk/Treasurer, Christy Kimber

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Councilwoman, Sherry Oler

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Councilman, Zeke Bonella

**Approved:**

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Mayor, Mike Anderson

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Councilwoman, Mary Anne Robeson

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Councilman, Brady Hamilton